

#### 1) Percentages used in estimate

Here are the percentages used when setting up your estimate.

Mobilization: 5% (10% in description)  
Contractor Staking: 2%  
Flag Control: 0.5%  
Minor Traf Devices: 0.5%  
Pavt Cleaning: 0.25%  
Project Cleanup: 0.25%

#### 2) Pavement Marking Standard Plans

Pavement marking standard plans need to be listed on the note sheet.

#### 3) Electronic submittal for OEC plans

When sending in plans for OEC electronically, please wrap up all the supporting documents into one file and place in the OEC folder where plans and proposal are located. The supporting documents can still be separate in the supporting documents folder. The wrapped up file does not need TRANSPORT's bid base prices, only the Cost Summary at the proposal level. This will make it easier to print.

#### 4) OEC meeting request

All OEC meeting request should include Betty Hicks of Traffic and Safety. Betty is responsible for informing the T&S personal of an upcoming OEC. Betty can also request engineering print to make copies of plans that are too large to review or print from the computer.

#### 5) Traffic and Safety area Special Provisions

All special provisions from the Traffic and Safety area (i.e. 03T810, 03T811 and 03T820) that are checked on the check lists should be printed and attached to the proposal material along with the check lists, when turning in for the Plan Review and OEC. All pay items not used in these special provisions need to be lined out similar to unique special provisions.

6) Notice to Bidders (NTB) Warranty Format

Here is an example of a NTB warranty standard format that should be used.

**NOTICE TO BIDDERS**

**WARRANTY INFORMATION**

This project contains the following warranty, 03SP502(S) PAVEMENT PERFORMANCE WARRANTY COLD MILLING & ONE COURSE HOT MIX ASPHALT OVERLAY (Capital Preventive Maintenance) *State what type of warranty applies.*

<u>Pay Item</u>	<u>Unit</u>
HMA 5E3	XXXXXX Tons

This warranty applies from STA XXX+XX to STA XXX+XX for Job Number XXXXXXA.  
*State limits of warranty and the Job number that it applies to.*  
*If there are any gap outs please state.*

7) If you know of new people in your TSC or Region that are not receiving this update that should, please let me (Gary Mazurek) know so they can be added to my list.

Regards,  
Joel Ingle, Supervising OEC Plan Review Engineer  
Tom VandenBerg, Supervising Plan Review Engineer  
Gary Mazurek, OEC Plan Review  
Carl Anderson, OEC Plan Review  
Keith Claus, Road Plan Review  
Jennifer Transue, OEC Bridge Plan Review  
Radka Todorova, Bridge Plan Review